



Call for Expression of Interest (Eoi) FOR THE IDENTIFICATION OF

LIVING LAB COORDINATOR TO ORGANIZE AND MANAGE THE TECHLOG EASTERN LIVING LAB ACTIVITIES

Contracting subject

AASTMT, partner of the project TECHLOG - Technological Transfer for Logistics Innovation in the Mediterranean area co-funded by the program ENICBC MED is assigning a Living Labs coordinator to join AASTMT's external experts of TECHLOG project.

Reference framework

The initiative takes place within the project TECHLOG whose objective is to strengthen research-industry links in the (trans)port sector by establishing a permanent cross-border EU-Med space where research organizations and (trans)port industries co-create, test and share new Technology Transfer Initiatives based on advanced simulation technologies.

To this purpose, AASTMT is assigning a Living Labs coordinator as a member of its Techlog project external experts team to coordinate and manage the activities of the Eastern Living Lab at AASTMT throughout the project period i.e. end of 2023.

This Eoi refers to the activities of the Living Lab coordinator of AASTMT in the TECHLOG project.
For more information about the project: www.enicbcmed.eu/projects/techlog

Subject of the Eoi

Identification of a coordinator who is able to coordinate, manage and organize the activities of the Living Lab such as stakeholders' workshop, capacity-building training, pilot actions, and reporting. The coordinator must be available on a **part-time** basis for this assignment physically in Alexandria, Egypt. Detailed required tasks and qualifications are explained in detail below.

Profile of Coordinators

Interested Experts must have skills and experience in logistics/ transportation innovation and knowledge transfer. He/she should be available on a part-time basis and has at least 5 years of experience in the mentioned areas.

The Living Lab Coordinator should possess the following knowledge and experience:



- Involvement in innovation approach and/or technology transfer processes preferably with a focus on logistics and transport sectors
- Participatory processes and/or collective problem-solving methods
- At least 5 years as a researcher (coming from public institutions, private organizations, universities, or research centers) on the topic of innovations/technology transfer (simulations) for the local/regional port logistics and transports sector(s)
- Participation in developing processes of (innovative) projects/solutions for the local/regional port logistics and transports sector(s)
- Participation in participatory processes or collective problem-solving methods (e.g. brainstorming) for (innovative) projects/solutions.

Adding qualifications/requirements

- Fluent English proficiency (oral and written)
- High degree of multi-tasking and time management capability
- Excellent written and verbal communication skills
- Integrity and professionalism

Execution of required tasks

The following tasks will be conducted at AASTMT Alexandria branch or activities running at any location, in addition, to online meetings and documentation work. The job starts on **January 15th 2023**:

The Living Lab Coordinator should have to develop the following activities:

- To define the operating work plan of the LL initiatives and monitor its progress
- To communicate and coordinate with the Coordinator of the other LL
- To coordinate the work of the territorial Animators (facilitators) who operate in the LL
- To operate through the collaborative platform of the LL (provided by the project) and keep it animated and updated
- To manage stakeholders' participation, and to coordinate and animate all LL activities
- To perform the LL methodology, stimulating stakeholders' networking in order to match the needs of innovation seekers and users with competencies and potential solutions of innovation developers
- To support first innovations development, the co-creation process, the testing, and first stakeholder experimentations through simulations
- To deliver results to the CBMOL system, interacting constantly with the project partners
- To draft reports of LL activities to project Steering Committee
- To draft reports of LL activities and publish related news and content on the collaborative platform

Coordinators must not be in a position of conflict of interest with respect to the contract for which they are applying.



Procedure

All the interested experts can submit their CVs in response to this EoI, highlighting their experience and skills according to the declared requirements. On the basis of applications received and in compliance with the stated requirements the selection committee will evaluate all sent CVs. The individual candidate's CV will be evaluated and contracted based on the skills and experiences declared.

AASTMT has the right to select the coordinator with the specific and adequate skills required according to the evaluation of the selection committee.

The following table demonstrates the evaluation criteria and weights of each criterion:

Evaluation Criterion	Weight	Candidate's score
Knowledge and Experience		
Previous Involvement in innovation approach and/or technology transfer processes	2	
Years of experience in the field	1	
Participation in developing processes of (innovative) projects/solutions for the local/regional port logistics and transports sector(s)	2	
Participation in participatory processes or collective problem-solving methods (e.g. brainstorming) for (innovative) projects/solutions	1	
Qualifications		
Fluent English proficiency (oral and written)	2	
High degree of multi-tasking and time management capability	1	
Excellent written and verbal communication skills	1	
Total	10	



Financial conditions

The value of the service will be paid according to the project's budget with a maximum of 20,000 Euros fee or equivalent in the local currency for an average of 100 man-days till the end of the project period.

How to apply

Candidates interested in this EoI can apply by sending their own CV which clearly shows how their experiences and skills match the requirement of a Living Lab coordinator.

The application must be sent to the following email: Sandra.haddad@aast.edu / Sandra.haddad16@gmail.com by the date of 7.1.2023.

AASTMT reserves the right to ask candidates to require clarifications regarding the content of the documentation and declarations submitted, with the right to assign a peremptory deadline for this purpose within which they must submit the additions.

Personal data and Privacy

AASTMT will use the data contained in the documentation submitted by the expert, exclusively in the context of this selection procedure and in compliance with the rules laid down by EU Regulation 2016 / n. 679.